

**Georgia Registration of Immigration Assistance**  
**Rules Committee – December 6, 2019**  
Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

**Present**

La Trenda Tyler-Jones, Division Director  
Doug Deal, Deputy Division Director  
Jessica Uzzo, PLB Staff Attorney  
Brandon Mooney, Secretary of State Outreach Coordinator  
Wanda Jaffe, Licensing Director

**OPEN SESSION:**

La Trenda Tyler-Jones called the public meeting to order at 10:15 a.m. for the purpose of establishing Immigration Assistance Provider Rules. The meeting was recessed at 10:20 a.m. to allow Wanda Jaffe time to join the meeting.

The committee meeting resumed at 11:35 a.m. Proposed rules were discussed and revisions suggested. Jessica Uzzo will make revisions and submit to the committee for review at the next meeting.

The following matters were discussed:

- 546-1-.01 Rules Initial Licensure
- 546-1-.02 Amendment of License Application
- 546-2-.01 Renewals
- 546-2-.02 Reinstatement
- 546-3-.01 Permissible Services; terms of contract for immigration services
- 546-3-.02 Exemptions
- 546-4-.01 Maintaining documents
- 546-4-.02 Obligation to provide notice of pending disciplinary, administrative, civil, or criminal action
- 546-5-.01 Causes for disciplinary actions

A follow up meeting will be held January 9, 2020 at 2:00 p.m. Items for discussion:

- Name the new rule section
- Background check cost
- Vote to send for legal authority
- Fee schedule

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There being no further business, La Trenda Tyler-Jones declared the session adjourned at 2:14 p.m.

Minutes transcribed by: Sandy Barboza, Administrative Analyst

Minutes recorded, reviewed and edited by: La Trenda Tyler-Jones, Division Director

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La Trenda Tyler-Jones, Division Director

These minutes were approved on: \_\_\_\_\_